

## HISTORIC CEMETERY ADVISORY COMMISSION – NEWPORT, RI

Minutes: October 12, 2016

Location: Common Burying Ground – On Site

Commissioners present-Andy Bjork, Lew Keen, Mary Jo Valdes, Ingrid Peters, Theresa Stokes, Janet Parkinson

Participants- Bert Lippincott, Robert Russell, Scott Wheeler, Letty Champion, Keith Stokes

1. Meeting was called to order at 4:00pm
2. Minutes from September 14, 2016 meeting were approved as presented
3. Updates/announcements –
  - a. Janet Parkinson application to join the commission was approved.
  - b. Commission terms for Lew Keen and Theresa Stokes were extended for an additional 3 years.
  - c. Ceremony for re-setting of Mayes and Cook stones is set for Saturday, October 22 with rain date of Monday, October 24. First press release was released. A second press release is anticipated.
4. Old/Unfinished Business

### Discussion regarding signage at the Common Burying Ground

- Identified four (4) different sign types: Rules Signs, Identity Signs, Interpretive Signs and a specific sign for 'God's Little Acre'

Sign Type	Positioning	Notes
Rules Sign	To be attached to fence at both entrances on Farewell; to be attached about 10 ft. inside on Warner St entrance	Metal signs. Rules to be identified
Identifying Sign	One near wall at Warner St entrance; one at the Farewell/Clarke St entrance, one at Farewell and Dyre	Blue city shield style with winged-cherub icon; discussion about doing one at a time or getting funding to do them all at the same time
Informative/Interpretive Sign	Still under discussion.	
God's Little Acre Sign	Inside the fence at Farewell/Dyre Ave entrance. Positioned in same area as original sign	With the rules signs in place, rules are not needed on this sign.

- Regarding Rules sign, commission had common agreement on favorability to allow dogs. It was agreed to present a recommendation to change the current dog ordinance to the City Council to affect this change before rules signs are created
- Scott Wheeler suggested that Spring 2017 was the target time for signs to be placed.
- Scott to investigate costs of Identifying signs
- With cost the commission will investigate options to apply for grant money; or fundraise
  - Because cemeteries are included in the Newport Open Space Master Plan, this makes grant opportunities logical
- Discussed locations for Informative signs.
- Discussed the use of QR Code signs with Numbers as alternative options for informational signage
  - QR Codes can be connected to website URLs
  - Numbers can be connected to a printed pamphlet
- God's Little Acre sign is estimated to be \$3000 cost. To be printed on both sides
  - Keith Stokes agreed to find the original wording and make recommendations for adjusted wording

Motion to ask the City Council to change current dog ordinance, seconded and approved. Lew Keen to initiate.

Scott Wheeler notified the commission that it is possible to ask/receive donations (tax-deductible). Gifts can be made to the “Public Services Gift Fund” and specifically directed for cemetery maintenance and preservation.

#### Commission toured the cemetery

- Commission viewed the site of the Mayes stone re-setting.
- Commission had general agreement on the following tree/shrub actions:
  - Remove the Black Locust cluster of trees in the Southwest corner near Farewell St.
  - Remove the large, dead Azalea bush in God’s Little Acre area
  - Remove the Japanese Ewes in the Brahmin Cemetery
- Commission inspected several stones in God’s Little Acre that will require attention
- Commission viewed the site of the Cook stone re-setting

#### Next Meeting

The agenda for the November meeting will be specific language for signs.

The meeting was adjourned at 5:30pm.

The next meeting will be November 9<sup>th</sup> at 4pm. We will meet at the Rotary Room at the Newport Library.

Submitted by

Andy Bjork, Secretary